

## Contents of National Occupational Standards for Family Learning

### List of Units and Elements Titles

<b>FL 201</b>	Contribute to building relationships with participants in Family Learning
<b>FL 201.1</b>	Listen and respond to participants
<b>FL 201.2</b>	Help participants to become involved in Family Learning
<b>FL 202</b>	Contribute to encouraging participation in Family Learning
<b>FL 202.1</b>	Give clear and accurate information about opportunities for Family Learning
<b>FL 202.2</b>	Provide a welcoming environment
<b>FL 203</b>	Help to keep participants safe and secure
<b>FL 203.1</b>	Follow procedures in relation to safeguarding, security and safety
<b>FL 203.2</b>	Recognise threats to safety and security
<b>FL 203.3</b>	Follow emergency procedures
<b>FL 301</b>	Build and maintain relationships with participants in Family Learning
<b>FL 301.1</b>	Build effective relationships with participants
<b>FL 301.2</b>	Maintain relationships with participants
<b>FL 301.3</b>	Communicate effectively with participants
<b>FL 302</b>	Build and maintain relationships with the wider community
<b>FL 302.1</b>	Make contact and network with key stakeholders in the wider community
<b>FL 302.2</b>	Share information and encourage the wider community to support Family Learning
<b>FL 303</b>	Provide accessible environments for Family Learning
<b>FL 303.1</b>	Provide an environment in which participants feel comfortable and confident
<b>FL 303.2</b>	Value and respect the diversity in culture and background of participants
<b>FL 303.3</b>	Provide physical equipment, resources and surroundings that meet participants' needs
<b>FL 304</b>	Meet requirements for the protection and safety of participants in Family Learning programmes
<b>FL 304.1</b>	Help to safeguard those in need or at risk of harm
<b>FL 304.2</b>	Implement health, safety and security requirements
<b>FL 304.3</b>	Ensure emergency procedures are followed
<b>FL 305</b>	Publicise programmes and recruit participants for Family Learning programmes
<b>FL 305.1</b>	Provide publicity and information about Family Learning programmes

<b>FL 305.2</b>	Recruit participants onto Family Learning programmes
	<b>FL 306 is imported Unit L5 from Learning &amp; Development NOS</b>
<b>FL 306</b> <b>FL 306.1</b> <b>FL 306.2</b>	Agree learning programmes with learners Negotiate learning programmes with learners Review learning programmes and agree changes with learners
	<b>FL 307 is imported Unit L7 from Learning &amp; Development NOS</b>
<b>FL 307</b> <b>FL 307.1</b> <b>FL 307.2</b>	Prepare and develop resources to support learning Develop learning materials Choose materials to support learning
	<b>FL 308 is imported Unit L6 from Learning &amp; Development NOS</b>
<b>FL 308</b> <b>FL 308.1</b> <b>FL 308.2</b>	Develop training sessions Identify options for training sessions Deliver training sessions for learners
<b>FL 309</b> <b>FL 309.1</b> <b>FL 309.2</b>	Enable access to further learning and development opportunities Provide information and publicity about further learning and development opportunities Work with participants to help them identify and access further learning and development opportunities
<b>FL 310</b> <b>FL 310.1</b> <b>FL 310.2</b> <b>FL 310.3</b>	Work with families with complex needs and those who find services hard to reach Work with participants to agree their needs Enable participants to access services and support Enable participants with complex needs to learn
<b>FL 311</b> <b>FL 311.1</b> <b>FL 311.2</b> <b>FL 311.3</b>	Reflect on and update own knowledge and practice Reflect on and evaluate the effectiveness of your own practice Identify and make use of opportunities to develop and update practice and learn from the experience of others Incorporate new knowledge, the experience of others and current thinking into own practice
<b>FL 312</b> <b>FL 312.1</b> <b>FL 312.2</b>	Contribute to the work of a team Work as a member of a team Support others to develop their roles
<b>FL 401</b> <b>FL 401.1</b> <b>FL 401.2</b> <b>FL 401.3</b>	Develop inter-agency, cross-sector working Promote integration and cross-sector strategies Communicate and liaise effectively with other agencies/sectors Establish boundaries and define agency roles
<b>FL 402</b> <b>FL 402.1</b> <b>FL 402.2</b>	Manage or co-ordinate inclusive Family Learning environments Promote a culture that values diversity and difference Help practitioners to respond to the needs of participants of an inclusive environment

<b>FL 402.3</b>	Monitor and review the effectiveness of the environments in promoting inclusion
<b>FL 403</b> <b>FL 403.1</b> <b>FL 403.2</b> <b>FL 403.3</b>	Take responsibility for the safety and security of participants, staff and environments Comply with statutory health and safety requirements Ensure that staff have regular, updated training for health, safety and child protection Develop systems and procedures for sharing information in relation to safeguarding children and vulnerable adults
<b>FL 404</b> <b>FL 404.1</b> <b>FL 404.2</b> <b>FL 404.3</b>	Develop plans to meet your organisation's goals Plan to meet your organisation's goals Identify the resources needed to carry out your plans Gain understanding and support for your plans
	<a href="#">FL 405 is imported Unit A4.1 from Management of Volunteers NOS</a>
<b>FL 405</b> <b>FL 405.1</b> <b>FL 405.2</b>	Support others in developing their practice Support and share problems and difficult issues with others Share own experience to benefit others
	<a href="#">FL 406 is imported Unit B5 from the Management &amp; Leadership NOS</a>
<b>FL 406</b>	Provide leadership for your team
<b>FL 407</b> <b>FL 407.1</b> <b>FL 407.2</b>	Monitor and evaluate the impact of trends and developments in Family Learning Identify and analyse information about Family Learning Identify and evaluate the impact of trends and developments in Family Learning
<b>FL 408</b> <b>FL 408.1</b> <b>FL 408.2</b>	Establish quality procedures in your area of responsibility in Family Learning Promote a culture of quality in Family Learning Establish maintain and review quality assurance systems and procedures
<b>FL 409</b>	Ensure compliance with legal, regulatory, ethical and social requirements